

**MEMORANDUM OF UNDERSTANDING**  
**Between**  
**THE OFFICE OF POLICY AND MANAGEMENT**  
**And**  
**THE DEPARTMENT OF CHILDREN AND FAMILIES**

This Memorandum of Understanding (MOU) is entered into by the Office of Policy and Management (OPM) and the Department of Children and Families (DCF). This MOU shall take effect upon signature by both parties and may be modified by amendments or superseded in its entirety at any time by mutual written agreement of both signatories.

**Whereas**, OPM has responsibility for all aspects of state staff planning and analysis in the areas of budgeting, management, planning, energy policy determination and evaluation, intergovernmental policy, criminal and juvenile justice planning and program evaluation;

**Whereas**, DCF has responsibility to protect children, improve child and family well-being and support and preserve families. These efforts are accomplished by respecting and working within individual cultures and communities in Connecticut, and in partnership with others;

**Whereas**, in accordance with Sections 25(a) and 25(b) of Public Act 09-2, September Special Session, bonds in the amount of five million dollars were authorized to OPM for the purpose of providing grants-in-aid under the nonprofit collaboration incentive grant program;

**Whereas**, in accordance with Section 25(c)(1) of Public Act 09-2, September Special Session, the nonprofit collaboration incentive grant program was established to provide grants to nonprofit organizations for infrastructure costs related to the consolidation of programs and services resulting from the collaborative efforts of two or more such organizations;

**Whereas**, in accordance with Section 25 (c)(3) of Public Act 09-2, September Special Session, OPM shall publish a notice of grant availability and solicit proposals for funding under the nonprofit collaboration incentive program on an annual basis;


**Whereas**, OPM does not employ staff with the requisite knowledge and skills to administer the bond project(s) authorized in Section 25 of Public Act 09-2, September Special Session;

**Whereas**, DCF does employ staff with the requisite knowledge and skills to administer the bond project(s) authorized in Section 25 of Public Act 09-2, September Special Session; and

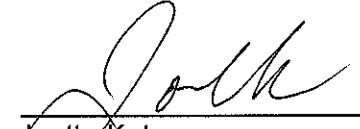
**Whereas**, the parties herein share a mutual interest in ensuring the appropriate administration and use of authorized bond funds for grants-in-aid under the nonprofit collaboration incentive grant program.

**Now therefore**, the Secretary of OPM and the Commissioner of DCF mutually agree to the following:

1. DCF shall administer a grant-in-aid for the Fairfield County IT project in the amount of \$584,611 with Family Centers, Inc. serving as the fiduciary agent. DCF shall be fully responsible for the (i) preparation of appropriate assistance agreement, (ii) the review and approval of the applicable project scope of work and the review and approval of all project requisitions, (iii) and the requisite supervision, accounting, and management of the grant-in-aid to the collaboration including, but not limited to, working with the appropriate collaboration officials to coordinate the planning and implementation of the project; and
2. OPM shall process an allotment to transfer funding from OPM to DCF in order for DCF to process payments through the Reich and Tang account.

  
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Benjamin Barnes  
Secretary  
Office of Policy and Management

4-18-11  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Joette Katz  
Commissioner  
Department of Children and Families

4/27/11  
\_\_\_\_\_  
Date